

## **Florence, Elaine J CIV NAVSUP FLC Jacksonville, 220**

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**From:** Mark Strout <MStrout@hms-seaward.com>  
**Sent:** Tuesday, February 28, 2017 14:15  
**To:** Stairs, Michael "Jay" CIV Navy Crane Center  
**Cc:** Riggins, Charles "Mason" CIV Navy Crane Center; Woods, Michael J CIV Navy Crane Center; Wallace, Adrian D EM2 SERMC; Florence, Elaine J CIV NAVSUP FLC Jacksonville, 220  
**Subject:** [Non-DoD Source] RE: NAVFAC P 307 Training for Marine Travel Lift

Thanks Mr. Stair,  
Very much appreciated

r/  
Mark Strout  
Seaward Services, Inc. - Project Manager  
91 North Beach Road  
Dania Beach, FL 33004  
Office: (954) 926-4026  
Fax: (888) 781-9096  
Mobile: (850) 625-4663 \*\*\* preferred method of contact \*\*\*  
"The world loves talent but pays off on character".  
John W. Gardner

-----Original Message-----

**From:** Stairs, Michael "Jay" CIV Navy Crane Center [mailto:michael.stairs@navy.mil]  
**Sent:** Tuesday, February 28, 2017 1:51 PM  
**To:** Mark Strout  
**Cc:** Riggins, Charles "Mason" CIV Navy Crane Center; Woods, Michael J CIV Navy Crane Center; Wallace, Adrian D EM2 SERMC; Florence, Elaine J CIV NAVSUP FLC Jacksonville, 220  
**Subject:** RE: NAVFAC P 307 Training for Marine Travel Lift

Mr. Strout,

Contractual requirements notwithstanding...

As a non-BOS contractor your training and licensing requirements would be very similar to those discussed in NAVFAC P-307 sections 7 and 8. Your training, testing and licensing requirements are most likely governed by local, state, and federal regulations including any construction work requirements that might apply. Much of this may satisfy the section 8 contractor requirements. In addition to anything required outside Navy, certain NAVFAC P-307 courses are mandatory for working on and/or operating Navy owned cranes. Keep all documentation. Documented proof will need to be provided to the Contracting Officer showing that crane operators are properly trained, qualified, and licensed. Consider too that additional training requirements may exist at many levels including contract, local, state, federal and host country. I can think of several NAVFAC P-307 training courses your personnel might need depending on your contractual requirements and obligations. To name a few...

General Crane Safety - required for operation of category 1 cranes and a prerequisite for load test directors of category 1 cranes

Crane Mechanic, Mechanical Crane Inspector - required for mechanical maintenance and inspection

Crane Electrician, Electrical Crane Inspector - required for electrical maintenance and inspection

Load Test Director - required for load testing cranes

Contractors are responsible for obtaining this training for their personnel. NAVFAC P-307 courses are available on Navy eLearning (URL below) however a common access card (CAC) is required for access. NeL classes are free of charge. If opting for instructor-led training, know that only authorized instructors may teach NAVFAC P-307 training. I can work with you on this if needed. Keep all completion certificates for proof of completion. The NCC Training web page (URL below) contains additional information on training requirements and accessibility.

Note: NAVFAC P-307 courses do not "certify" personnel to perform work. These courses are part of a process that allows personnel to operate and work on Navy owned cranes. Validation that personnel are "certified", qualified, or otherwise competent to work on or operate a crane comes from the command, activity or company who shall ensure that 1) all pertinent requirements have been met (training, examining, fitness, licensing, etc.) and that the activity, command or company is 2) positive the individual can proceed with his or her work in a safe and professional manner.

Respectfully,  
Michael (Jay) Stairs  
NAVFAC P-307 Training Lead, Navy Crane Center  
Norfolk Naval Shipyard, Bldg. 491, Portsmouth, VA 23709-5000  
Office: 757-967-3833; Cell: 757-284-6833; Fax: ; DSN: 387  
NCC: <http://www.navfac.navy.mil/ncc>  
NeL: <https://nel.navy.mil>

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LIMITATION OF CONTRACTUAL AUTHORITY: You are hereby notified that I DO NOT have the authority to direct you in any way to alter your contractual obligation. Further, if the Government, as a result of information obtained from today's discussion DOES desire to alter your requirements, changes will be issued in writing and signed by the contracting officer. You should take no action on any changes unless and until you receive such a contract modification.

NEL ALERT FROM NEL ANNOUNCEMENTS ON THE "MY LEARNING" TAB: Do not stay in a course consistently for more than an hour; otherwise your session may time out, progress will not save, and the course tracking could become corrupt. It's advisable to occasionally exit and re-launch the course to prevent this from happening. There is no need to exit and re-launch Navy eLearning, just the course.

-----Original Message-----

From: Mark Strout [mailto:MStrout@hms-seaward.com]  
Sent: Monday, February 27, 2017 8:45 AM  
To: Stairs, Michael "Jay" CIV Navy Crane Center  
Subject: [Non-DoD Source] NAVFAC P 307 Training for Marine Travel Lift

Good morning Mr. Stairs,

As previously mentioned, Seaward Services has been awarded the Prime Contract # N68836-17-C-0001, for the Maintenance and Operation of Port Services.

The Contracting Officer is A.D. Wallace III, and the contracting specialist is Elaine Florence (904) 542-1657.

Seaward Services will be required to obtain NAVFAC certification for our contractor personnel in the operation and maintenance of a Navy owned Marine Travel Lift at the Guantanamo Bay US Navy Facility prior to June 1, 2017.

I am looking for guidance on the program requirements for number of personnel, type of training, and who will provide this training.

r/

Mark Strout

Seaward Services, Inc. - Project Manager

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